TRANSMITTAL SLIP | DATE 8/10/82

TO: Building Planning Staff

ROOM NO. 7E-50 | BUILDING Hdg's

REMARKS:

FROM: RECP/OL

ROOM NO. 2F-09 | B | EXTENSION

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NA' NAL CAPITAL PLANNING COMMIS. N

WASHINGTON, D.C. 20576

In Reply Refer To:
NCPC File 1485

August 3, 1982

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1 0 AUG 1982

At the July 28, 1982 briefing on the "Instructions for the Preparation and
Submission by Affected Federal Agencies of Recommended Capital Budgets and
Capital Improvements Programs for the National capital Region: Fiscal Years
1984-1988," we discussed the necessity for Federal agencies to get the
FY 1984 capital budget submissions to the Commission as early as possible
for its review at the meetings scheduled for September 2 and 16 and October 7.
Therefore, the schedule for deadline for submissions and Commission meeting
dates included on page 2 of the Instructions has been revised as follows:

DEADLINE FOR SUBMISSION   COMMISSION MEETING DATE

August 6, 1982   September 2, 1982
August 20, 1982   September 16, 1982
September 3, 1982   October 7, 1982

If you have any questions regarding the change in schedule or required
content of the submission, call Gregory Bassett on 724-0204.

Sincerely,

Reginald W. Griffith
Executive Director

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PLEASE SEND COPY OF THIS MEMO TO C/BPS FOR
HIS INFORMATION. HE IS PREPARING RESPONSE
RE/HQ. BLDG. CONSOLIDATION AND IT WILL BE
FOR MY SIGNATURE AS AGENCY FOCAL POINT
OFFICER FOR ON-GOING INTERFACE WITH NCPC.
8/10/82

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